
State Education Office

FY 2002 Proposed Operating Budget:	\$47,850,336
FY 2002 Proposed Capital Budget:	\$0

The District of Columbia State Education Office seeks to enhance the administrative efficiency of state-level education functions and ensure the equitable distribution of educational resources.

The FY 2002 proposed operating budget is \$47,850,336, an increase of \$46,171,226, or 2,750 percent, over the FY 2001 approved budget.

Budget Summary

The FY 2002 proposed operating budget for all sources for the District of Columbia State Education Office is \$47,850,336, an increase of \$46,171,226, or 2,750 percent, over the FY 2001 approved budget of \$1,679,110 (table GD0-1). There are 45 full-time equivalent (FTE) positions supported by this budget, an increase of 36 FTEs over FY 2001 (table GD0-2). This budget is comprised of \$19,911,326 in local funds, \$26,917,033 in federal funds, \$541,977 in other funds, and \$480,000 in intra-District funds. This agency receives about 42 percent of its funding from local sources.

The State Education Office's budget consists solely of operating expenditures. There is no capital budget for FY 2002.

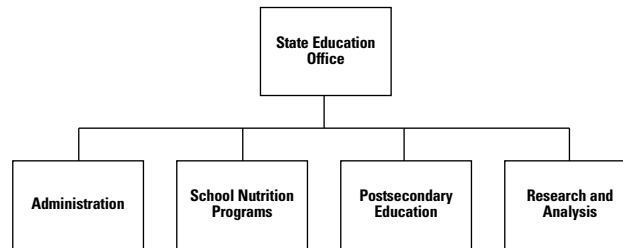
Strategic Issues

- Develop revisions to the Uniform Per Student Funding Formula, which funds D.C. Public Schools and Public Charter Schools.
- Administer and oversee programs that impact D.C. Public Schools, Public Charter Schools, and related community-based programs.

- Identify resources and technical assistance providers to enhance the delivery of instructional services.
- Verify the accuracy of student enrollment counts and District residency of students enrolled in D.C. Public Schools and Public Charter Schools.
- Define the role of the SEO within the D.C. Public Education System to make recommendations regarding how to best serve the District's public schools.
- Promote awareness among District residents regarding tuition assistance programs for current and prospective students.
- Collect and analyze data regarding postsecondary level students and programs.
- Provide professional development programs to improve kindergarten through 12th grade teachers' knowledge of subject areas.
- Track and report student progress at the post-secondary level.

Figure GD0-1

Office of State Education



FY 2002 Initiatives

Administer all state functions for the federally sponsored school nutrition program, including those sponsored by the United States Department of Agriculture School Nutrition Program.

- Verify annual fall enrollment counts for all public and public charter schools pursuant to the District of Columbia School Reform Act of 1995.
- Formulate and administer rules for the documentation and verification of District residency for public and public charter school students pursuant to the District of Columbia Nonresident Tuition Act.
- Make recommendations to the Mayor and District Council for the revision of the Uniform Per Student Funding Formula pursuant to the Uniform Per Student Funding Formula for Public Schools and Public Charter Schools Act of 2000, and provide information and data related to the study of actual costs of education in the District of Columbia.
- Provide postsecondary level tuition assistance and counseling for prospective and current students through the administration of the Tuition Assistance Grant Program, the Tuition Assistance Program for TANF, and Leveraging Education Assistance Partnerships.
- Administer the Eisenhower Professional Development Program.
- Collect, analyze and report data for the Integrated Postsecondary Education Data System.

Agency Background

The State Education Office was established in 2000 under the Office of the Mayor. Its purpose is to provide technical support, oversight and monitoring in a variety of areas that impact educational access and achievement of children, youth, families and individuals in the District of Columbia. Pursuant to D.C. Act 13-387, the SEO is mandated to carry out both short-term and long-term plans.

The SEO currently performs five major duties established by local legislation. In addition, the SEO expects to perform a number of additional state functions outlined in the long-term plan of D.C. Act 13-387. These functions may include the acquisition and administration of federal education grants for all eligible District schools; development of rules to govern granting credit for studies completed at independent, private, public and public charter schools; establishment of a system of annual standardized reporting requirements for public schools and public charter schools; and establishment of teacher certification requirements for all eligible District schools.

Also, the SEO will be charged with administering some of the District's postsecondary education and financial assistance programs. This office will be established through a transfer to the SEO of the Tuition Assistance Grant Program, formerly an independent agency, and the Office of Postsecondary Education Research and Assistance, formerly an office within the Department of Human Services. Under the SEO, these programs will continue receiving the same level of funding they formerly received.

Table GD0-1

FY 2002 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

State Education Office

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Regular Pay - Cont. Full Time	0	495	1,563	1,068
Regular Pay - Other	0	0	532	532
Fringe Benefits	0	90	360	270
<i>Subtotal Personal Services (PS)</i>	<i>0</i>	<i>585</i>	<i>2,455</i>	<i>1,870</i>
Supplies and Materials	0	46	70	24
Utilities	0	20	67	47
Communications	0	73	97	25
Rentals - Land and Structures	0	25	25	0
Other Services and Charges	0	35	344	309
Contractual Services	0	555	697	142
Subsidies and Transfers	0	0	43,739	43,739
Equipment and Equipment Rental	0	341	357	16
<i>Subtotal Nonpersonal Services (NPS)</i>	<i>0</i>	<i>1,094</i>	<i>45,395</i>	<i>44,301</i>
Total Proposed Operating Budget	0	1,679	47,850	46,171

Table GD0-2

FY 2002 Full-Time Equivalent Employment LevelsState Education Office

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Continuing full time	0.00	9.00	30.95	21.95
Term full time	0.00	0.00	14.05	14.05
Total FTEs	0.00	9.00	45.00	36.00

Programs

The SEO will perform several duties through four major programs: Administration, School Nutrition Programs, Postsecondary Education, and Research and Analysis (figure GD0-1).

Administration

The total proposed FY 2002 budget for Administration is \$2,084,025, which supports a total of 7 FTEs. This budget is comprised of \$1,388,204 in local funds, \$427,821 in federal, and

\$268,000 in other funds. This program currently administers the Eisenhower grant in addition to providing administrative support for the State Education Office. The Dwight D. Eisenhower Professional Development program provides federal grant funds to colleges and universities in the District to conduct workshops and summer programs to improve the skills of elementary and secondary education teachers in a variety of subject areas, particularly science and mathematics. In addition, this program includes the office of the

Director of the SEO and other administrative support services for the agency.

School Nutrition Programs

The FY 2002 proposed budget for the SEO's administration of the federal Special Nutrition and Commodities program is \$27,023,175, which supports 13 FTEs. This program's budget is comprised of a \$720,000 local funds match and \$26,303,175 in federal funds. These funds are used to support the administration of the school nutrition and commodities program, which entails monitoring food supplies and service delivery, providing technical assistance to schools, training staff, and providing other services pertaining to school nutrition programs. In addition, this program includes services for community service providers of programs that provide nutritious meals to children. Services provided through this program improve children's and youth's dietary habits and knowledge of the importance of nutrition in maintaining good health. In addition, students from low-income households who may not eat properly at home are provided balanced nutritional meals through this program.

Postsecondary Education

The total proposed FY 2002 budget for Postsecondary Education is \$18,311,587 and 19 FTEs. This budget, which is comprised of local, federal, and other funds, increased the local budget by \$17,557,000; the federal by \$186,037; the

agency's other funds budget by \$88,550; and the agency's intra-District budget by \$480,000. This office was established through a transfer to the SEO of the Tuition Assistance Grant Program (TAG), formerly an independent agency, and the Office of Postsecondary Education Research and Assistance, formerly an office within the Department of Human Services.

The newly established office will administer TAG, Leveraging Education Assistance Partnerships (LEAP), the Tuition Assistance Program Initiative for TANF (TAPIT), and the Integrated Postsecondary Education Data System (IPEDS).

TAG, LEAP, and TANF create incentives for under-privileged students to pursue education beyond the secondary level. In addition, these programs provide academic and financial counseling for District residents who are interested in pursuing higher education. Through TAG, the Mayor may award grants to eligible institutions enrolling eligible students that help subsidize the difference between the cost of in-state tuition and fees and out-of-state tuition and fees (not to exceed \$10,000 per year, per student). LEAP awards need-based grants to eligible District residents attending colleges around the country. TAPIT provides financial assistance for the District's participants in the Temporary Assistance for Needy Families program (TANF) who wish to pursue postsecondary degrees or certificate programs.

Figure GD0-2
SEO Employment Levels, FY 1998–Proposed FY 2002
(gross FTEs)

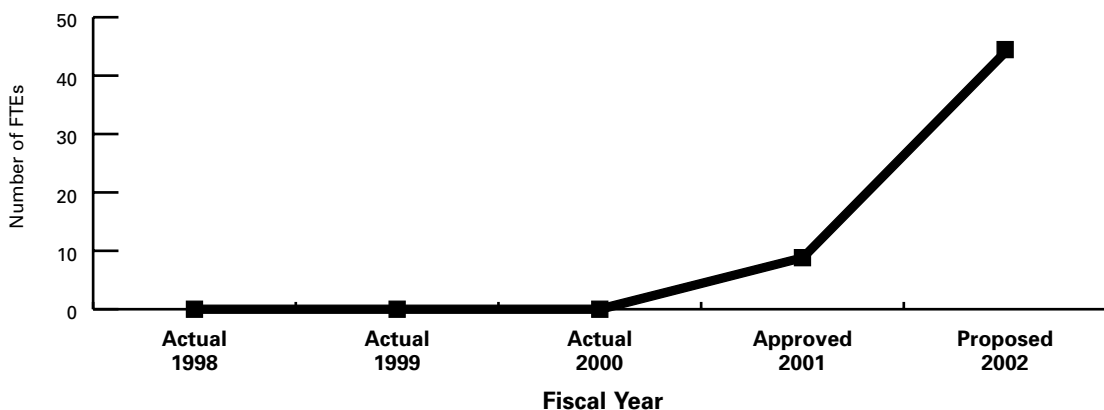


Table GD0-3

FY 2002 GDO Proposed Operating Budget, by Revenue Type

(dollars in thousands)

State Education Office

	Actual FY 1998	Actual FY 1999	Actual FY 2000	Approved FY 2001	Proposed FY 2002
Local	0	0	0	1,679	19,911
Federal	0	0	0	0	26,917
Other	0	0	0	0	542
Intra-District	0	0	0	0	480
Gross Funds	0	0	0	1,679	47,850

IPEDS is a federal program established for the collection and analysis of student and program-level data at the postsecondary level. The data are provided in an annual report to the U.S. Department of Education's Integrated Postsecondary Education Data System.

Research and Analysis

The total proposed FY 2002 budget for the Research and Analysis program is \$431,549 and 6 FTEs. Of the total budget for this program, \$246,122 is local funds and \$185,427 is other funds. These funds support the following duties outlined in D.C. Act 13-387 under the SEO's short-term plan:

- Conducting an audit of the number of students enrolled in D.C. Public Schools and D.C. Public Charter Schools by conducting an annual audit of student enrollment.
- Developing rules to govern the process of verifying District residency of students enrolled in D.C. Public Schools and Public Charter Schools.
- Making recommendations regarding the Uniform Per Student Funding Formula. The SEO convenes a group of stakeholders, including representatives of D.C. Public Schools, D.C. Public Charter Schools, District Council, and the Office of the Chief Financial Officer to develop recommendations. To inform its recommendations, the SEO conducts studies to determine adequate funding levels for students across grade levels and areas of special need, such as limited or non-English proficient students and students with disabilities.

- Conducting research to determine whether it will assume any number of ten additional duties for its long-term plan proposed in D.C. Act 13-387. This activity is currently underway.

Funding Summary

The FY 2002 proposed budget increase is the result of the transfer of the School Food and Nutrition Program, the Office of Postsecondary Education Research and Assistance, and the Tuition Assistance Grant program to the SEO. The transfer of these programs increased the local budget by \$18,232,216 and the federal budget by \$27,397,033. Refer to the FY 2002 Operating Appendices (bound separately) for details.

Local

The SEO's FY 2002 proposed local budget of \$19,911,326 represents a net increase of \$18,232,216, or 1,086 percent, over the FY 2001 approved budget of \$1,679,110. The majority of the FY 2002 local funds increase is due to an increase of \$17,000,000 for the agency's acquisition of the Tuition Assistance Grant Program, an increase of \$720,000 to provide a local funds match for the federal Special Nutrition and Commodities Program, and a \$557,000 increase for the transfer of postsecondary level programs from the Office of Postsecondary Research and Assistance, formerly of the Department of Human Services. The local budget supports about 27 FTEs.

Federal

The SEO's FY 2002 total proposed federal budget is \$26,917,033, which includes funds for a total of 10 FTEs.

This budget increased due to the agency's acquisition of the Special Nutrition and Commodities grant (\$26,303,175) and the Eisenhower Professional Development grant (\$427,821) among others.

Other

The SEO's FY 2002 total proposed budget for other funds is \$541,977, which funds about 6 FTEs.

Intra-District

The SEO's FY 2002 total proposed budget for intra-District funds is \$480,000, which supports approximately 2 FTEs. This funding level supports the Tuition Assistance program for TANF recipients.

Trend Data

Table GD0-3 and Figure GD0-2 show expenditure and employment histories for FY 1998-Proposed FY 2000.

Agency Goals and Performance Measures

Goal 1. Oversee federally funded child nutrition programs.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Michele Tingling-Clemmons, Director, State Agency for Special Nutrition and Commodity Distribution Programs

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 1.1: Increase participation in the Summer Feeding Program (thousands of participants)

	1999	2000	Fiscal Year		
			2001	2002	2003
Target	NA	NA	20	23	25
Actual	NA	NA	—	—	—

Performance Measure 1.2: Hold community outreach and nutrition education workshops (number of workshops)

	1999	2000	Fiscal Year		
			2001	2002	2003
Target	NA	NA	7	10	14
Actual	NA	NA	—	—	—

Performance Measure 1.3: Percentage of regulatory compliance for federally funded child nutrition programs met

	1999	2000	Fiscal Year		
			2001	2002	2003
Target	NA	NA	80	85	90
Actual	NA	NA	—	—	—

Goal 2. Formulate and promulgate the rules for the documentation and verification of District residency for public and public charter school students.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Sharon Bland, Interim Director, State Education Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 2.1: Percentage of public school students who have provided proof of District residency

	1999	2000	Fiscal Year		
			2001	2002	2003
Target	NA	NA	80	85	90
Actual	NA	NA	—	—	—

Note: School year 2001 (9/2000-6/2001), school year 2002 (9/2001-6/2002), school year 2003 (9/2002-6/2003)

Performance Measure 2.2: Percentage of public charter school students who have provided proof of District residency

	1999	2000	Fiscal Year		
			2001	2002	2003
Target	NA	NA	80	85	90
Actual	NA	NA	—	—	—

Note: School year 2001 (9/2000-6/2001), school year 2002 (9/2001-6/2002), school year 2003 (9/2002-6/2003)

Goal 3. Verify annual fall enrollment counts for all public and public charter schools.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Sharon Bland, Interim Director, State Education Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 3.1: Produce an audit report for fall enrollment counts to be transmitted to the Mayor

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	NA	1	1	1
Actual	NA	NA	-	-	-

Performance Measure 3.2: Percentage of enrollment counts that have been verified by the SEO and that the Mayor has transmitted to the City Council, the Financial Responsibility and Management Assistance Authority (if required), the Comptroller General of the United States, and appropriate congressional committees no later than December 31 of the same year

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	NA	99	99	99
Actual	NA	NA	-	-	-

Goal 4. Recommend periodic revisions to the Uniform Per Student Funding Formula.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Sharon Bland, Interim Director, State Education Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance measure 4.1: Percentage of the "Two-year Review" of the Per Student Funding Formula completed and accepted

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	NA	NA	99	99
Actual	NA	NA	-	-	-

Note: Recommendations from 2002 report will be translated into measures.

Goal 5. Increase the number of program applicants and ensure that applicants are processed quickly.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Laurent Ross, Director, Tuition Assistance Grant Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 5.1: Number of freshmen applicants (first-year students)

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	1,100	2,070	2,380	2,735
Actual	NA	1,800	-	-	-

Performance Measure 5.2: Number of upperclassmen applicants

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	900	1,950	2,242	2,580
Actual	NA	1,500	-	-	-

Goal 6. Increase awareness of the programs.

Citywide Strategic Priority Area: Strengthening children, youth, families, and individuals

Manager: Laurent Ross, Director, Tuition Assistance Grant Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 6.1: Percentage of DC Public School seniors contacted directly by DCPS school counselors, dissemination of program brochures by office counselors, marketing of PSAs through local radio stations and advertisement in community and local newspapers

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	NA	75	80	85
Actual	NA	NA	-	-	-

Performance Measure 6.2: Percentage of DC residents attending college who receive Federal financial aid that are aware of the program

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	NA	80	85	87
Actual	NA	NA	-	-	-

Measure 6.3: Average number of working days from receipt to response of applications

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	NA	15	18	15	14
Actual	NA	14	-	-	-

Performance Measure 6.4: Percentage of all institutions cited as preferences on applications that complete program participation agreements

	1999	2000	Fiscal Year		2003
			2001	2002	
Target	NA	95	85	90	95
Actual	NA	97	-	-	-

Goal 7. Provide good customer service.

Citywide Strategic Priority Areas: Making government work

Manager: Laurent Ross, Director, Tuition Assistance Grant Office

Supervisor: Sharon Bland, Interim Director, State Education Office

Performance Measure 7.1: Percentage of inquiry correspondence closed within five working days

	1999	2000	Fiscal Year		2003
			2001	2002	
Target	NA	50	75	80	85
Actual	NA	75	-	-	-

Performance Measure 7.2: Agency's telephone rating score, using the citywide scale of 1 (poor) to 5 (excellent)

	1999	2000	Fiscal Year		2003
			2001	2002	
Target	NA	3	4	4	4
Actual	NA	3	-	-	-